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FINE ARTS COMMISSION

AGENDA

10 June 1985 - 1100 hours

Room 7D32 Hqs.

1. Call to Order by Chairman.

2. Review of May Minutes.

3. Committee Reports

a. Exhibits [REDACTED]

1. Latin America Exhibit [REDACTED]

4. Old Business

a. Report on Colors [REDACTED]

b. Review of HIC items [REDACTED]

c. Renovati [REDACTED]

d. Office Signs [REDACTED]

e. Certificate of Appreciation [REDACTED]

f. Poster Titles [REDACTED]

5. New Business

a. Report on New Building Projects Office (NBPO) [REDACTED]

b. Requests for Evaluation of Suggestions (for awards) [REDACTED]

c. [REDACTED] Collection [REDACTED]

d. Summer Meetin [REDACTED]

6. Next Meeting - 8 July 1985.

available at HOME to

REVIEWED

September

proposal.
- implement
procedure.

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MINUTES

OF THE 13 May 1985

MEETING OF THE FINE ARTS COMMISSION

1. The meeting was called to order at 1105 hours in Room 7D32 Headquarters. Present were:

Members:

Consultant:

Others:

2. [] pointed out that the discussion concerning benches was not correctly documented in the minutes of the April meeting. The FAC's decision had been to use existing benches in the corridors beside the cafeterias rather than purchase new ones. The minutes of the April meeting were approved with this correction.

3. Committee Reports

Exhibits

June-July - Hot Air Balloon Exhibit.

[] reported that the posters have been printed and the exhibit will be put up Saturday, 1 June, in preparation for 3 June opening. If employees are interested in obtaining photos for office use, they can contact [] whose name and telephone number will be included with the exhibit.

August - No exhibit is planned; exhibit hall will be under construction.

September - Latin America Exhibit.

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October - Quinquartite Exhibit.

25X1 [] requested that the October exhibit be planned around the Quinquartite Conference, which is to be held in the two large conference rooms near the exhibit hall 21-25 October. He has no particular thoughts, as yet, about what he wants the exhibit to include (is considering a photo display). The FAC is agreeable; [] was asked to come back and present his ideas when he decides what kind of exhibit he would like to have.

Other Possible Exhibits

25X1 [] presented color contacts of photos he took throughout his tour of England during the fall of 1984. The members present agreed to sponsor an exhibit using a selection of these photos. Because of the quantity of pictures, [] suggested narrowing the selection by centering the exhibit around a theme of castles and historic landmarks. He asked how large an exhibit this would be. [] replied that, due to expense, it would have to be limited to 85-100 photos. [] suggested that we cut down on expense by highlighting each subject with a 16x20 overview and then use several smaller ones for more detail. [] projected that this exhibit be done in November or early 1986.

25X1 [] stated that she and [] will meet with [] on 6 June to plan the Iranian exhibit.

4. Renovation

25X1 [] Office of Finance, Monetary Division, requested an additional item in the renovation of the disbursing office: he would like to have covering applied to the wall behind the counter. This wall was not included in the original renovation proposal. The members present were agreeable to his request.

5. Old Businessa. Certificate of Appreciation

ILLEGIB [] the certificate he suggested we use as a Agency certificate of appreciation. These certificates would be presented to people outside the Agency to convey the Commission's appreciation for their help in support of an exhibit. During a lengthy discussion, the following questions were raised: How many times might we need something of this nature? Are there any restrictions governing to whom these certificates might be given? Who would sign the certificate? Since the certificate would carry the Agency name and seal, it should be coordinated with the Office of Protocol. The members agreed that it is a good idea but that it needs more research.

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b. Book Disposal Units Outside the Library

25X1 [] announced that [] contacted [] and discovered
25X1 that the awards committee had never signed off on this suggestion. Both the
Library and the FAC are against the idea of book disposal units.

c. Standard Design for Door Signs

25X1 [] reported that his committee is in favor of having standard
door signs at the Office level. The committee feels, however, that the
Commission should not be involved in the designing of these signs; it
25X1 recommends that we hire an outside contractor. After lengthy discussion about
providing guidelines for the designer to work with, [] asked who
would pay the contractor. The members present agreed that we should submit a
notice to all Office Directors asking them to let us know if the present
standard design is acceptable to them. If it is not, then we will hire an
outside contractor to design new ones.

d. Progress Report on Color

25X1 [] has met with all members of the color committee. Their findings
25X1 are being typed up and copies will be sent to all committee members; they will
then go to [] and will be available at the next meeting.

6. New Business**a. Sign Request for HIC**

25X1 [] reported that the reason for this request is to place
emphasis on the Historical Intelligence Collection area of the Library. It
would involve lettering in the hallway and over the door to that particular
area only.

b. Use of Historical Artifacts as Exhibits in New Building

25X1 [] reported that [] is redecorating HIC and intends to
25X1 retire some historical works of art to permanent storage [] Among
these, for example, are a bust of Allen Dulles and a bas-relief of Frank
Wisner, both of which were sponsored by CIA employees. She is interested in
having the Commission consider them for placement in the new building. The
25X1 members present were very much in favor of this idea. [] pointed out that
there will be more opportunities to exhibit in the new building than there are
in this one. It was agreed that we should invite the new building project
25X1 office staff and [] to our next meeting to review the items he is
25X1 sending [] to make them aware of our interest, and to discuss the
possibility of displaying some of these artifacts in the new building.
Several members also expressed an interest in having a complete list of the
25X1 items that are already in storage []

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c. Renovation of Restrooms

25X1 [] reported that the restrooms that serve the auditorium are in dire need of renovation. Both the powder rooms and foyer should, if possible, be upgraded to reflect the same quality as the auditorium itself. These rooms are used regularly by visitors from other government agencies, contractors, and outside groups. Not only are the facilities inadequate, they are unattractive. 25X1 [] mentioned that the capacity of the auditorium was not taken into consideration when the restrooms were designed. 25X1 [] proposed that the FAC recommend the renovation of these restrooms and then tabled the proposal until she could bring [] up to date.

d. Lockers/Coat Room

25X1 [] received a call from the awards committee notifying him that an employee has submitted a suggestion that we install lockers at the tunnel and other various major entrances to the building so people can check raingear, etc. when coming to HQ from other locations. He asked for the FAC's feelings about the subject. The members present were not very much in favor of lockers. They are not aesthetic, and there is no way to control what is being put into them. An alternate solution might be a coat room, but this is a matter that would have to be coordinated with OL.

7. The next meeting of the FAC will be held on Monday, 10 June 1985, at 1100 hours in Room 7D32.

8. The meeting was adjourned at 1230.

25X1 []
Acting Chairman

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